

From: [Betty Saladin](#)
To: [Jack Peterson](#)
Cc: [Jolleen Werst](#); [LeeA Thomas](#); [Marie Noel](#)
Subject: Re: Records Center Deadlines
Date: 03/02/2011 02:02 PM

That's on the IGCE (ODC Detail page)



Betty Saladin
Regional Records Officer
US EPA, Region 7
Kansas City, KS
913-551-7309

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A Record is:

- Documentary material (includes but not limited to memos, notes, letters, reports, maps, photographs, and machine readable materials),
- Regardless of physical form or characteristics (includes but not limited to paper, film, or electronic),
- Made or received (it was created or received while transacting Agency business),
- And should be preserved (maintained as evidence of the organization, functions, policies, decisions, procedures, operations, or other activities of the Agency).

▼ Jack Peterson---03/02/2011 01:41:54 PM---Betty, You're right I did get your QASP yesterday (I thought your IGCE was the only document in that

From: Jack Peterson/R7/USEPA/US
To: Betty Saladin/R7/USEPA/US@EPA
Cc: Jolleen Werst/R7/USEPA/US@EPA, LeeA Thomas/R7/USEPA/US@EPA, Marie Noel/R7/USEPA/US@EPA
Date: 03/02/2011 01:41 PM
Subject: Re: Records Center Deadlines

Betty,

You're right I did get your QASP yesterday (I thought your IGCE was the only document in that email . . . my bad).

Regarding the software. We also need to know the specific modules that will strictly be maintenance renewal and which modules will be a new purchase.

Please advise soonest so I can reveal this to Chenega.

Thanks,

Jack L. Peterson
Contracts & Acquisition
EPA Region 7
901 N. 5th St., #5144E
Kansas City, KS 66101
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▼ Betty Saladin---03/02/2011 01:21:24 PM---Jack, I provided you with my QASP yesterday; I just sent you Jolleen's

From: Betty Saladin/R7/USEPA/US
To: Jack Peterson/R7/USEPA/US@EPA
Cc: Jolleen Werst/R7/USEPA/US@EPA, LeeA Thomas/R7/USEPA/US@EPA, Marie Noel/R7/USEPA/US@EPA
Date: 03/02/2011 01:21 PM
Subject: Re: Records Center Deadlines

Jack,
I provided you with my QASP yesterday; I just sent you Jolleen's
EPA's name is on the Versatile software licenses
PIN package should get to Luetta today.



Betty Saladin
Regional Records Officer
US EPA, Region 7
Kansas City, KS
913-551-7309

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▼ Jack Peterson---03/02/2011 01:04:12 PM---Betty/Jolleen, Just a reminder of what I'm waiting for from you all:

From: Jack Peterson/R7/USEPA/US

To: Betty Saladin/R7/USEPA/US@EPA, Jolleen Werst/R7/USEPA/US@EPA
Cc: Marie Noel/R7/USEPA/US@EPA, LeeA Thomas/R7/USEPA/US@EPA
Date: 03/02/2011 01:04 PM
Subject: Records Center Deadlines

Betty/Jolleen,

Just a reminder of what I'm waiting for from you all:

- 1) Software details (Betty)
- 2) QASP (one from Betty, one from Jolleen)
- 3) PIN Package

These need to be given to me soonest, as 26 March 2011 is fast approaching.

Please provide an update on these items.

Thanks,

Jack L. Peterson
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